

“Change favors the prepared mind – Louis Pasteur

22nd Annual Training Program

Partnering for A New Future

March 7, 2001

Repeated on

March 8, 2001

At the Holiday Inn, Cocoa Beach, Florida

Sponsored by the
Space Coast Chapter,
Federally Employed Women, Inc.

Don't miss this conference filled
With career-boosting insights and
knowledge.

2001 FEW Training Seminar **SCHEDULE OF EVENTS**

8:00 a.m. – 4:00 p.m.	EXHIBITS
8:00 a.m. – 9:00 a.m.	REGISTRATION <i>Complimentary Continental Breakfast</i>
9:00 a.m. – 10:00 a.m.	OPENING SESSION (Main Ballroom-downstairs) <i>Welcome: Aneta Ott, President of Space Coast Chapter</i> <i>Welcome to Cocoa Beach: Mayor Janice Scott</i> ROTC Color Guard – Presentation of the Colors <i>March 7, 2001 – Cocoa High School Jr. ROTC</i> <i>March 8, 2001 – Rockledge High School Jr. ROTC</i> <i>Welcome: Becky Fasulo, Seminar Chair</i> Keynote Speaker: <i>Carol Clendinen, R.N., M.S., Consultant</i>
10:15 A.M. – 12:15 p.m.	MORNING SESSION (<i>You will select one of these workshops</i>) (A) REORGANIZING FROM THE INSIDE OUT – Kim Wolinski (B) MARS AND VENUS IN THE WORKPLACE – Melodie Tucker (C) YOUR CALL TO LEADERSHIP: Challenges and Opportunities - Queen Bowman (D) PERSPECTIVES FOR WORKPLACE VIOLENCE – Jeff Landreth
12:15 p.m. – 1:45 p.m.	COMPLIMENTARY LUNCH (Main Ballroom - downstairs) Networking Opportunity. Speaker sponsored by FWPWG in recognition of Women's History Month
2:00 p.m. – 4:00 p.m.	AFTERNOON SESSION (Repeat of MORNING SESSION: You will select your second workshop)

Training Program will be held at the Holiday Inn, Cocoa Beach, FL

KEYNOTE SPEAKER - 9:00 a.m.

Carol Clendinen is an energetic and dynamic speaker recognized for her ability to create a broader, healthier emotional outlook for a variety of audiences.

A former intensive care nurse and psychiatric hospital administrator, Carol has over 20 year's experience in the field of physical and emotional wellness. She is living a life of commitment and loves to tell about it. A Carol Clendinen presentation provides a road map toward the inner peace of mind we all seek.

With skill, style and a ready wit, Carol will captivate you through a practical and sensible approach to stress management, love and life. You will react positively as she portrays the importance of physical well-being to emotional health; how to set priorities and goals; and the value of hugs and laughter; leaving you with a way to make life an endless process of self discovery. Carol's presentation is entitled "Drinking From My Saucer."

Carol is a registered nurse, a licensed psychotherapist and an addictions professional. She has a background in Business and Healthcare Administration and has been President of the Leesburg Chamber of Commerce, instituted their Leadership Lake Program and graduated from Leadership Florida.

Among her numerous community awards are: Florida Community College Assoc. Excellence in Community Education Award, Orlando Sentinel Citizen of the Year, Florida Nurses Assoc. Nurse of the Year, and Florida Alcohol and Drug Abuse Assoc. Professional of the Year.

Presently she is an Adjunct Professor at Lake Sumter Community College and is a speaker and trainer in the area of stress, wellness and making life more user friendly. She is also a great hugger!

WORKSHOP and TRAINER DESCRIPTIONS

MORNING SESSION: 10:15 a.m. – 12:15 p.m.

- A. RE-ORGANIZING FROM THE INSIDE OUT** – Turning outer chaos into workable order is an inside job! – Kim Wolinski, founder of ReDecisions Institute, Denver, Colorado

Is outer chaos and disorganization keeping you off-balance, stressed, frustrated, overwhelmed, and maybe even...embarrassed? It doesn't have to.

Organization, and the management of material and non-material stuff and space, is a learned skill. In this program you will learn quick and easy steps on how to take control of your "stuff" again (or for the first time). You will learn to understand your internal barriers that keep you stuck and procrastinating. You will learn the keys to organizing and re-organizing your environment to serve you, not the other way around. And, best of all, you will learn to laugh at clutter, piles, heaps, overflow and other frustrations, stress, chaos and disorganization, while continuing to create focus, clarity and joy, at work, at home, and in life. *Life's too short not to live it!*

Objectives: (1) **LEARN** how to identify the obstacles in your path to organizing, and staying organized; (2) **IDENTIFY** the keys to "internal re-organization" – the physical, psychological and interpersonal reasons for external chaos and how to take control of them; (3) **TAKE** a Stress Reduction Survey to identify your personal needs and wants for balance and self-care; (4) **DISCUSS and DEVELOP** a "Personal Permission List of Self-Care To Do's for the Internally Re-Organized"; (5) **WRITE** a Personal Action Plan of how to maintain balance on an ongoing basis of

Schedules, Time Management, Priorities, Personal Goals, and Personal Choices; and (6) **Laugh a lot!**

Kim Wolinski, MSW is a Self-Management Consultant, Personal Organizer, speaker, author, therapist, and founder of ReDecisions Institute. Kim is internationally known and respected for her down-to-earth, humor-filled, content-rich programs on tapping human potential, creating higher self responsibility, and facilitating personal and professional motivation for change. Author of *Letting Go With All Your Might*, A guide to life transitions, change, choices & effective redecisions, Kim specializes in helping others identify and develop tools and methods for personal and professional redecisions for life.

B. MARS AND VENUS IN THE WORKPLACE – Melodie D. Tucker, Mars-Venus Facilitator, Merritt Island, Florida

Come Learn Gender Communications Skills for the 21st Century! Based on the proven concepts in Dr. John Gray's phenomenally successful series of books "*Men are from Mars, Women are from Venus*," this seminar offers insights and tools to improve gender communication, promote teamwork and enhance working relationships between men and women. Improve morale and increase productivity with a greater awareness and appreciation of the diverse characteristics within each of us. Utilizing interactive techniques, you will learn to recognize and balance those characteristics to promote respect and build trust in each other. This workshop offers an understanding of some powerful gender communication solutions and teaches skills you can apply both in the workplace as well as at home!

Melodie D. Tucker has worked at the Kennedy Space Center for 28 years. An Ohio native, she relocated to Florida in 1972 and began her professional career in 1973 for Bendix Launch Support Division during the Apollo/Skylab program. By 1979 Melodie was working for Rockwell, then transitioned to Lockheed Martin in 1984. Today she is a Manager for United Space Alliance.

Melodie has been a Mars-Venus Facilitator since February 1997. Trained by Dr. John Gray at the Mars-Venus Institute in Mill Valley, California on the principles in his series of books, "*Men are from Mars, Women are from Venus*," she was certified as a Regional Training Director to offer seminars designed to enhance relationships between men and women. In 2000, the "Mars and Venus in the Workplace" seminar was introduced, designed to increase productivity by improving gender communications in the workplace

C. YOUR CALL TO LEADERSHIP: Challenges and Opportunities – Queen Bowman, Freelance Professional Motivational Speaker, Saint George, South Carolina.

This interactive session discusses the characteristics and the honing of effective leadership qualities. These qualities, once developed, can be transferred to home, family, business and community environments and will result in "win" situations. Strategies for maximizing leadership opportunities as they relate to creating and implementing success visions will be discussed and demonstrated. The difference between leadership and management skills will be explored and their roles in building or enhancing successful teams will be evaluated. "YOUR CALL TO LEADERSHIP" will be informative, energizing, action-oriented and thought provoking.

Queen Bowman is a native of Round O, South Carolina. She received BS and Masters of Education degrees from South Carolina State College, Orangeburg, SC. She is a former Assistant County Extension Agent and a high school teacher. She held several positions at South Carolina Electric & Gas Company in Charleston, SC. Recently, she completed a three-year USDA project where she recruited students for Family and Consumer Sciences Education and served as adjunct faculty in the Department of Family and Consumer Sciences at South Carolina State University. She is currently a Freelance Professional Motivational Speaker.

D. PERSPECTIVES FOR WORKPLACE VIOLENCE – Jeff Landreth, Vice President, Corporate Security, Glaxo Wellcome Inc., Research Triangle Park, North Carolina

Workplace Violence, once viewed as a social phenomenon, is now a continuing and growing concern in the workplace throughout the United States. Aggressive behavior is now one of the most discussed observations of employment interactions within government and private business.

During the past 10 years, violence in the workplace has been analyzed continuously toward seeking indicators or markers that could be used by management, human resources and law enforcement to better determine the potential of a person for committing an aggressive workplace act. These studies have developed a number of similar or same behaviors that may be used to predict potential.

This seminar, Perspectives in Workplace Violence, presents the similarities observed in violent incidents around the United States and analyzes in depth the behaviors and actions of persons who were involved in aggressive behavior within a major US corporation.

Attendees will be able to focus on results of cumulative studies and compare these observations to one occurrence in one corporation. The intent is to develop and understand the dynamics of workplace violence and recognize behaviors that may allow focusing on the actions of an individual(s), offering an opportunity for earlier intervention and possibly the prevention or lessening of aggressiveness.

Jeff Landreth is Vice President, Corporate Security, Glaxo Wellcome Inc. in Research Triangle Park in North Carolina. Mr. Landreth has a BA in Psychology, MA in Conflict Resolution, MA in Liberal Arts, MA in Criminal Justice and is a Former Special Agent with the FBI.

AFTERNOON SESSION: 2:00 p.m. – 4:00 p.m.

*Repeat of MORNING SESSION; select a **second** workshop*

GENERAL INFORMATION

How to Register

Just phone, mail, FAX or e-mail your list of attendees and a registration form completed for each attendee with full payment or purchase order by **February 27, 2001**. In order to return your confirmation of enrollment, ***Training contact information must be completed on the registration form.***

Return Form Payable to Federally Employed Women, Inc. to: Christy Vanasse - Mail Code VA, O&C Bldg, Rm 2038, FAX 867-2114, e-mail Christy.Vanasse@ksc.nasa.gov. For further information contact Christy at 867-3749 or Becky Fasulo at 867-4046.

Tuition

\$70 per participant includes choice of 2 workshops, a complimentary continental breakfast, and lunch where we will have a special speaker in honor of Women's History Month.

Substitutions and Cancellations

You can have someone substitute for you at any time—just call and let us know. Cancellations will not be accepted after by **March 1, 2001**.

Name Badges

All seminar participants are requested to wear their name badges. Space Coast Chapter FEW members working at the seminar can be identified by colored ribbons hanging from their name badges. If you need assistance, please look for one of them.

Messages

A message board is set up in the hotel lobby. You can check for messages there. However, if an emergency message come in, every effort will be made to locate you.

Smoking

Smoking is prohibited inside the hotel during the seminar.

Exhibits

Don't miss the exhibits located on the 2nd floor in the Bird rooms and outside the meeting rooms. See the Schedule of Events for times.

Restrooms

Restrooms are located upstairs near the meeting rooms, across the walkway. Also located downstairs off the lobby. There are no scheduled breaks during the workshops, therefore, if you need to leave during the programs, please feel free to do so and return quietly.

And Remember.....

- ☐ Bring a sweater or jacket to ensure your comfort
- ☐ No audio or video recording, please.

FEW Membership Desk: Attention Non-Members

You can benefit from the programs and activities of FEW 365 days a year by belonging to the organization that is sponsoring this seminar – Space Coast Chapter of Federally Employed Women (FEW). For further information visit the Membership Desk in the lobby. Membership is open to ALL – women and men; civil servant and contractor employee; public and private sector.

REGISTRATION FORM

(Photocopies are acceptable)

Registrant Information:

Name:	Mail Code:
Phone (work):	FAX Number:

Company/Organization & Training Contact Information:

Agency Name:	Name of Training Contact:
Mail Code or Address of Contact:	Contact Phone # (work):
Address:	Contact FAX #:
City, State, Zip:	
Contact E-mail Address:	

Training will be held at the Holiday Inn, Cocoa Beach, Florida

I wish to attend on the following day: (Circle Choice)Wednesday, March 7, 2001 **or** Thursday, March 8, 2001**WORKSHOP SELECTIONS:** (Select one for morning session and a different one for afternoon session)**Morning Session (Circle Choice):** **A** **B** **C** **D****Afternoon Session (Circle Choice):** **A** **B** **C** **D****WORKSHOPS AND TRAINERS:**

- (A) **RE-ORGANIZING FROM THE INSIDE OUT** – Kim Wolinski, founder of ReDecisions Institute, Denver, CO
- (B) **MARS AND VENUS IN THE WORKPLACE** - Melodie Tucker, Mars-Venus Facilitator, Merritt Island, FL
- (C) **YOUR CALL TO LEADERSHIP: CHALLENGES AND OPPORTUNITIES** - Queen Bowman, Freelance Self-Leadership and Motivation Consultant, Saint George, SC
- (D) **WORKPLACE VIOLENCE** - Jeff Landreth, Vice President, Corporate Security Glaxo Wellcome Inc., Research Triangle Park, NC

METHOD OF PAYMENT

Total Amount Due: \$70 x ____ = \$_____ (If you have more than one person attending, attach list of names)

Please Check one:

- ☐ Check #: _____, Payable to FEW is attached
- ☐ A Purchase Order is Attached: PO# _____
- ☐ Charge to the following Credit Card: **X** VISA **X** Master Charge

Card Number

Expiration Date **MM/YY**Please Print Cardholders Name
(as it appears on the card)

Signature (Credit Cards Only)